

## MANSFIELD TOWNSHIP COMMITTEE MEETING

January 13, 2016

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Salute to the flag was done by all.

### APPROVAL OF THE MINUTES:

Mr. Clancy made a motion to approve the minutes from the regular meeting held on December 22, 2015, which was seconded by Mrs. Korczukowski.

Mr. Watters stated that he had some corrections.

Mr. Clancy made a motion to approve the corrected minutes from the regular meeting held on December 22, 2015, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Nays: None

Absent: None

Abstain: None

Mr. Clancy made a motion to approve the passage of the minutes from the Reorganization Meeting held on January 1, 2016, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Nays: None

Absent: None

Abstain: None

### CLERKS REPORT:

Ms. Hrebenak stated that we are up and running with RecDesk the recreation registration system.

### FINANCE REPORT:

Mr. Daniel stated that he is working with Andrew to close out 2015 books and will be completed shortly.

### EMPLOYEES REPORTS:

Ms. Fascenelli asked if the Township Committee would have any issues with the Green Team adding Friday to the Town Wide Yard Sale.

Mrs. Korczukowski made a motion to allow the Green Team adding Friday to the Town Wide Yard Sale, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Nays: None

Absent: None

Abstain: None

Ms. Fascenelli stated that she would like to hold a Town Wide Cleanup after the town wide yard sale.

Mrs. Korczukowski made a motion to have the Town Wide Shredding Event held on October 22, 2016, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Nays: None

Absent: None

Abstain: None

Mrs. Fascenelli stated that the Green Team is looking into doing a Green Fair or Harvest Fair in the Fall.

#### PUBLIC PORTION:

Carol McKevitt, 29 Blau Road, thanked the Township Committee for the allocation for 2015 for the transportation by bus for the senior trips. As of yesterday the member count is up to 95 members we have members from all over because our senior group is the only one active within Warren County. Mrs. McKevitt explained the different presentations that are done at the senior meetings. Mrs. McKevitt asked if it is still in the works to put some kind of building up at the park.

Elizabeth Griggs, 545 Mount Bethel Road, asked about the 2015 Executive Session Minutes.

Mr. Misertino stated that they are being addressed.

Mr. Griggs asked about the confrontation between Mr. Watters and Mr. Smith it was said that there was no issue that was brought to the Committee.

Scott Reyes, 3 Country Meadow Road, Warren County Youth Baseball, merged all of the five towns that are included in the Warren Hills district. He purposed to the Township Committee a baseball field at the park and lighting that they had donated.

Mr. Misertino went through his concerns with the field installation and cost that would be involved.

Dawn Smith, 324 Mount Bethel Road, Anjec grant the second update has been completed. They are in the process of completing the grant. Bluebird houses will be completed June 4th national get out and hike day with a birdwatch.

Mayor Dunwell was present representing the Borough of Alpha for the shared service for CFO.

RESOLUTION:

RESOLUTION 2016-27

WHEREAS, the Township of Mansfield desires to become a member of the Somerset County Cooperative Pricing System, #2-SOCCP, effective 1/13/2016, and, that such membership shall be for the period ending December 31, 2018, and each renewal, thereafter of the system, unless Township of Mansfield elects to formally withdraw from the system;

Now, therefore, be it resolved, that the Shirley Kocher, Mayor and Dena Hrebenak, RMC are hereby authorized to execute the attached agreement for such membership.

Mr. Watters made a motion to approve the passage of Resolution 2016-27, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Nays: None

Absent: None

Abstain: None

RESOLUTION # 2016 -28  
Township of Mansfield  
Warren County, New Jersey

Resolution of Support from Local Governing Body Authorizing the  
Sustainable Jersey® Grant Application Funded by PSEG Foundation  
WATER CONSERVATION EDUCATION PROGRAM  
EPA APPROVED WATERSENSE® SHOWERHEADS

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, Mansfield Township, Warren County, New Jersey strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

WHEREAS, Mansfield Township, Warren County, New Jersey is participating in the Sustainable Jersey Program; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Small Grants Program funded by PSEG Foundation;

THEREFORE, the Township Committee of the Township of Mansfield, Warren County, New Jersey has determined that the Township of Mansfield should apply for the aforementioned Grant in the amount of \$ 2,000.00.

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, Warren County, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey Grant funded by PSEG Foundation for purposes of delivering a Water Conservation Education Program and submitting it to Sustainable Jersey as part of the Township's efforts to earn points to maintain Certification as a Sustainable Community.

Mr. Misertino made a motion to approve the passage of Resolution 2015-28, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Nays: None

Absent: None

Abstain: None

RESOLUTION # 2016 - 29  
Township of Mansfield  
Warren County, New Jersey

Resolution of Support from Local Governing Body Authorizing the  
Sustainable Jersey® Grant Application Funded by PSEG Foundation for  
ENVIRONMENTAL RESOURCES INVENTORY (ERI) REVISIONS

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, Mansfield Township, Warren County, New Jersey strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

WHEREAS, Mansfield Township, Warren County, New Jersey is participating in the Sustainable Jersey Program; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Small Grants Program funded by PSEG Foundation;

THEREFORE, the Township Committee of the Township of Mansfield, Warren County, New Jersey has determined that the Township of Mansfield should apply for the aforementioned Grant in the amount of \$ 10,000.00.

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, Warren County, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey Grant funded by PSEG Foundation for purposes of revising their Environmental Resources Inventory (ERI) and submitting it to Sustainable Jersey as part of the Township's efforts to earn points to maintain Certification as a Sustainable Community.

Mr. Watters made a motion to approve the passage of Resolution 2015-29, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Nays: None

Absent: None

Abstain: None

#### RESOLUTION 2016-30

##### FORM 1B

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Committee of the Township of Mansfield, County of Warren, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Warren;

NOW, THEREFORE, BE IT RESOLVED by the Township of Mansfield, County of Warren, State of New Jersey hereby recognizes the following:

- The Township of Mansfield does hereby authorize submission of a strategic plan for the Franklin/Mansfield/Washington Borough Municipal Alliance grant for fiscal year 2016-2017 in the amount of:

DEDR	\$ 7,382
Cash Match	\$ 2,215
In-Kind	<u>\$ 5,537</u>
	\$15,134

- The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

Mr. Clancy made a motion to approve the passage of Resolution 2015-30, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Nays: None

Absent: None

Abstain: None

2016-31

#### TOWNSHIP OF MANSFIELD

#### Resolution appointing a Sustainability Subcommittee "Green Team" as part of the Mansfield Township Environmental Commission

WHEREAS, The Township Committee of the Township of Mansfield strives to save tax dollars, assure clean air and water, improve working and living environments, to build a community that is sustainable economically, environmentally and socially; a community which would thrive well into the new century; and WHEREAS, the Township Committee of the Township of Mansfield wishes to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

WHEREAS, in an attempt to focus attention on "Green" issues, the Township Committee has, through prior resolution passed on July 14, 2010, established a Sustainability Subcommittee as part of the Mansfield Township Environmental Commission, also to be known as the "Green Team;" and

WHEREAS, the Township Committee of the Township of Mansfield wants to continue the process of focusing on "Green" issues by starting with audits of municipality facilities and operations.

WHEREAS, the Township Committee of the Township of Mansfield desires to continue the process of making its operations greener, more environmentally friendly, and more energy efficient;

WHEREAS, alternative power sources, changes to fleet purchasing and maintenance, water quality improvements, and operational changes will all be considered as the Township moves to do their share to lessen the environmental impact of its operations.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield that we do hereby establish an Environmental Commission Sustainability Subcommittee "Green Team" consisting of ten (10) members who shall be residents or employees of Mansfield Township, appointed annually, for a term of one (1) calendar year.

NOW THEREFORE BE IT FURTHER RESOLVED, by the Township Committee of the Township of Mansfield that the Mission, Goals and Objectives for the Green Team are established as follows:

##### Mission

The Mansfield Township Green Team will advise the township committee on ways to improve municipal operations with "Green" initiatives which are economically and environmentally sound through research and evaluation.

##### Goals

Maintain certification as a "Green" municipality by the Sustainable Jersey program through completion of projects and initiatives that are part of that program.

Apply for applicable grants and financial aid available through the Sustainable Jersey program for projects and initiatives that would assist the township in meeting its goal as a green community and for the benefit of all its citizens.

## Objectives

- Collaborate with township employees, service providers and other governmental agencies to share resource information and ideas consistent with the Mission of the Green Team.
- Encourage participation of all township employees to solicit ideas on green initiatives that are consistent with the Sustainable Jersey program.
- Research and analyze green initiatives which make practical environmental and financial sense.
- Develop strategies for sustainable green initiatives in municipal operations.

NOW THEREFORE BE IT FINALLY RESOLVED, by the Township Committee of the Township of Mansfield that the following persons are hereby appointed to the Green Team for the year 2016:

NAME	POSITION	REPRESENTATIVE
JoAnn Fascenelli	Regular Member MT	Certified Recycling/Clean Communities
Joseph Watters	Regular Member MT	Township Committee
Elaine Drazek	Regular Member MT	Environmental Commission
Robert Jewell	Regular Member MT	Environmental Commission
Dawn Smith	Regular Member MT	Environmental Commission
Connie Andershonis	Regular Member	Citizen Representative
Leigh Raffaele	Regular Member MT	Township Employee
Donald Proefrock	Regular Member	Citizen Representative
Heather Hamilton	Regular Member	Citizen Representative
Alison Lorentson	Regular Member MT	Environmental Commission

Mrs. Korczukowski made a motion to approve the passage of Resolution 2016-31, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Nays: None

Absent: None

Abstain: None

## RESOLUTION

2016-32

### TOWNSHIP OF MANSFIELD

#### RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN AUTHORIZATION FOR TREATMENT WORKS APPROVAL FOR WARREN HAVEN PUMP STATION 1 and 2 REPLACEMENT

WHEREAS, the Township has been requested by Warren Haven Pump Station 1 and 2 Replacement to

execute a treatment works approval form indicating the Township's consent to Warren Haven Pump Station 1 and 2 Replacement to operate its wastewater treatment plant; and  
WHEREAS, it is in the best interest of the Township of Mansfield that the wastewater from Warren Haven Pump Station 1 and 2 Replacement be treated;  
NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that the Mayor and/or his designee is hereby authorized to sign a treatment works approval (TWA-1) and NDPDES-1 forms promulgated by the New Jersey Department of Environmental Protection and proffered by Meadows at Mansfield.  
ADOPTED at the regular meeting of the Township Committee of the Township of Mansfield on January 13, 2016.

Mr. Watters made a motion to approve the passage of Resolution 2016-32, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher  
Nays: None  
Absent: None  
Abstain: None

RESOLUTION 2016 –33  
TOWNSHIP OF MANSFIELD  
WARREN COUNTY, NEW JERSEY  
RESOLUTION TO TRANSFER TAX SALE CERTIFICATE PREMIUMS FROM PREMIUM ACCOUNT TO  
CURRENT ACCOUNT

WHEREAS, pursuant to N.J.S.A. 54:5-33, premiums paid by purchasers of Tax Sale Certificates are escheated by the Municipality if a period of five (5) years passes without that Tax sale Certificate being redeemed; and

WHEREAS, the Tax Collector has identified two (2) Tax Sale Certificates that have not been redeemed after five (5) years, for which premiums have been paid; and

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, Warren County, New Jersey on this 13<sup>th</sup> day of January 2016, that the following premiums shall be transferred from the Premium Account and placed into the Current Account:

<u>CERT #</u>	<u>DATE PURCHASED</u>	<u>AMOUNT</u>	<u>LIEN HOLDER</u>	<u>BLOCK/LOT</u>
2010-29	9/28/2010	\$ 2,900.00	Shirley Ann Kocher	Block 2807 Lot 28
2010-31	9/28/2010	\$ 3,700.00	Shirley Ann Kocher	Block 2807 Lot 30

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Tax Collector and Chief Financial Officer of the Township of Mansfield.

Mr. Misertino made a motion to approve the passage of Resolution 2016-33, which was seconded by Mr. Clancy.



Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher  
Nays: None  
Absent: None  
Abstain: None

RESOLUTION 2016-34

TO AUTHORIZE AND APPROVE SALARIES FOR CERTAIN EMPLOYEES

WHEREAS, Ordinance # 2015-01 established the salaries and wages for certain employees of the Township of Mansfield, County of Warren,  
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren that the following named employees shall be compensated for the year 2016, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Shirley Kocher	Mayor	\$ 600.00
Michael Clancy	Deputy Mayor	\$ 300.00
Michael Clancy	Committee Member	\$4,740.00
Shirley Kocher	Committee Member	\$4,740.00
Joseph Watters	Committee Member	\$4,740.00
Michael Misertino	Committee Member	\$4,740.00
Cindy Korczukowski	Committee Member	\$4,740.00

Mr. Clancy made a motion to approve the passage of Resolution 2016-34, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher  
Nays: None  
Absent: None  
Abstain: None

TOWNSHIP OF MANSFIELD  
WARREN COUNTY

RESOLUTION 2016- 35

TONNAGE GRANT APPLICATION (2015)

WHEREAS, The Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, It is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, The New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, The recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, A resolution authorizing this municipality to apply for the 2015 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycle and to indicate the assent of the Township of Mansfield to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, Such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW THEREFORE BE IT RESOLVED by the Township of Mansfield Committee of the Township of Mansfield that the Township of Mansfield hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates JoAnn Fascenelli, Certified Recycling Professional to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Mr. Watters made a motion to approve the passage of Resolution 2016-35, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Nays: None

Absent: None

Abstain: None

## EXECUTIVE SESSION

SALT SHED, SHARED SERVICE, MT BETHEL CHURCH

Mr. Misertino made a motion to enter into Executive Session at 8:24pm, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Nays: None

Absent: None

Abstain: None

Return from Executive Session at 9:34pm.

Mr. Clancy made a motion to return to regular session at 9:34pm, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher  
Nays: None  
Absent: None  
Abstain: None

Roll Call: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

COMMITTEE PERSON COMMENTS:

Mr. Misertino stated that the application that was received for the DPW for full time needs to be clarified.

Mr. Watters made a motion to have 4 people cut wood at the church, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher  
Nays: None  
Absent: None  
Abstain: None

Mr. Misertino stated that he has the application that is needed to demolish the creamery and wanted to get a motion to approve having the paperwork filled out and submitted.

Mr. Misertino made a motion to have the clerk work on the application to remove the creamery from the park property, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher  
Nays: None  
Absent: None  
Abstain: None

Mr. Watters resubmit to the Highlands the list from the Land Use Board and add the density for septic, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher  
Nays: None  
Absent: None  
Abstain: None

Mr. Clancy stated that the yearend report speaks for itself for the Police Department.

Mayor Kocher wanted to bring in the applicants for DPW part time snow plowing for herself and Mrs.

Korczukowski to interview them.

Mayor Kocher thanked the Committee members for appointing her as Mayor.

Mrs. Korczukowski made a motion to adjourn at 9:46pm.